



Request for Qualifications- Consultant Engineering Services

February 2024

Request for Qualifications (RFQ) – Two-Tier (Inspection and design; Construction and Permitting) Qualifications-Based Selection for Consultant Engineering Services for Franklin County Unorganized Territory

This Request for Qualifications (RFQ) and any responses by interested consultants, represent the first stage of a three-stage process. No contract between a consultant and Franklin County will result from this RFQ, but Franklin County will use responses to this RFQ to make a determination of which consultants(s) are the most qualified to assist the county in inspection of existing Bridge over Oberton Stream, development of design options for replacement or reconstruction of a bridge, written specifications for the design of bridgework needed including writing of a RFP for Construction, and knowledge of Federal and/or State funding sources.

The second stage will take place via a Request for Proposals (RFP) from Franklin County on the Construction Phase, which will detail the Scope of Work (SOW) for which a county needs consultant and construction assistance. This process will expedite project delivery and streamline the selection process of the most qualified construction firms available to enter into arrangements with Franklin County for this specific project.

This RFQ is soliciting proposals in three major area: Inspection and Design, Bridge Project Management, and Bridge Bidding and Construction Management.

1. Inspection- engineered inspection consistent with Maine DOT Bridge inspections to determine bridge safety and weight capacity needs and availability from existing bridge.
2. Analysis; and design engineering services during construction. Services could include design of highways access, pedestrian needs, and structures, and other scoping and design related work. Design Services under this category is included but are not limited to scoping studies, engineering investigation of existing bridge; survey; hydraulic analysis; environmental and other permitting; right-of-way (ROW) identification and acquisition; utility relocation; development of construction plans and alternatives, specifications, and estimates; construction bid services including preparation of the bid package and the bid Request for Proposals.
3. Project Management Services- under this category include but are not limited to: project coordination for all aspects of project development, permits, utilities and right of way; RFP's and SOW preparation; responsibility for all contract documentation; invoice review; progress reports; meetings documentation; plans review; project construction administration; coordination of the bid opening and contract preparation; project documentation and file security; project closeout; coordinating with county officials, general public, property owners, construction contractor(s), construction inspection, other appropriate parties; and other work related to project management.

Questions or requests for clarification: All questions or requests for clarification related to this RFQ shall be sent to Amy Bernard, County Administrator, Franklin County Maine, in writing or by email at abernard@franklincountymaine.gov. All such questions and requests for clarification shall be received no later than March 5, 2024. All questions or requests for clarification received will be documented and answered after this date.

Addendums/

In the event that it becomes necessary to revise, modify, clarify, or otherwise alter this RFQ, such modification shall be in the form of a written RFQ Change. Any such RFQ Change shall be posted to Franklin County Website and posted in the same manner as the original RFQ. IT SHALL BE THE CONSULTANT'S RESPONSIBILITY TO MAKE INQUIRY TO, AND TO OBTAIN THE RFQ CHANGES ISSUED, IF ANY.

Reservation of Rights: Franklin County Commissioners reserves the right to request and consider the opinions of any Municipal, State and/or Federal Entity relative to the qualifications, capability, and performance of any consulting firms and/or sub-consultants identified in responses to requests for proposals to this RFQ. All proposals become the property of Franklin County, Maine upon submission. The cost of preparing, submitting, and presenting a proposal is the sole expense of the proposing consultant. Unselected proposals may be destroyed or returned to the Consultant at Franklin County's discretion. Franklin County Commissioners reserves the right to reject any and all proposals received as a result of this solicitation, to negotiate with any qualified source, to waive any formality and any technicalities or to cancel this RFQ in part or in its entirety if it is in the best interests of Franklin County. This RFQ in no way obligates Franklin County Commissioners to list any consultant on the Qualified Roster, nor does it obligate any other entity to award a contract.

Exceptions to Terms and Conditions: The proposer must state in the business proposal any exceptions taken to the terms and conditions in this RFQ. For each exception the proposer shall identify the term or condition, state the reason for the exception, and provide any other information concerning the exception. Such exceptions, deviations or conditional assumptions may, however, result in rejection of the proposal as unresponsive. If exceptions are not noted in the response to this RFQ but raised during negotiations for contracts with county, the Franklin County Commissioners or their designee reserves the right to cancel the negotiation if deemed to be in the best interests of the county. The length of contract period will be as established in the specific contracts between a consultant and the county. The maximum length of contract period including any allowable contract extensions shall not exceed 3.5 years. It is the intention of Franklin County to select consultants with the experience and capacity to meet the county's needs.

Confidentiality: All Proposals received will become part of the contract file and will become a matter of public record and may be disclosed to the public in accordance with the Maine Freedom of Access Act (PL 2011, c. 662, §1.) The selected consultant proposals will be posted at the Franklin County Maine Website and available to the public for their review. The quality of proposals and adherence to solicitation response requirements and/or restrictions are considered reflective of the manner in which the proposer could be expected to conduct business and will be given due consideration throughout the evaluation process. Failure to provide all required information, or indications that the proposer did not conform to all terms as set forth in the RFQ may make the offer non-responsive and may result in the elimination

of the proposer from further consideration for award. Proposals or unsolicited revisions submitted after the specified due date and time will not be accepted and will be securely disposed of.

When submitting your proposal(s) please use the following naming convention: Proposal:
CompanyName-RFQ Title

Submit your proposals to the Franklin County Commissioners Office, 140 Main St. Suite 3, Farmington, Maine, prior to 2:00 P.M., on March 28, 2024. Proposals or unsolicited revisions received after the specified due date and time will not be accepted.